



UNITED STATES MARINE CORPS
MARINE FORCES RESERVE
2000 OPELOUSAS AVENUE
NEW ORLEANS, LA 70114-1500

IN REPLY REFER TO

5720

Ser Counsel/2017-04009

March 10, 2017

Mr. John Goodgame
P.O. Box 9569
Tyler, TX 75711

SUBJECT: YOUR FREEDOM OF INFORMATION ACT REQUEST CASE
NUMBER DON-USMC-2017-004009

Dear Mr. Goodgame:

This letter refers to your Freedom of Information Act (FOIA) request in which you seek the characterization of service of a character of discharge for Jakob Hengen, or Jakob Michael Hengen. Your request was received by this office on March 1, 2017 and was assigned tracking number DON-USMC-2017-004009 by the FOIA online system. Please mention this tracking number in any correspondence regarding your request. You may access the FOIA online system at foiaonline.regulations.gov.

Unfortunately, we do not maintain Official Military Personnel Files (which would include character of discharge information) here at Marine Forces Reserve, but I want to ensure you know where to request such information. These records, based on separation date, would be maintained at Marine Corps Manpower & Reserve Affairs. A Marine can request his or her records by following the instructions at this website:

<https://www.manpower.usmc.mil/webcenter/portal/MMRP20>

I will take this opportunity to point out that without the consent of the veteran or next-of-kin, only limited information can be released from the Official Military Personnel File (OMPF) to the general public. Characterization of discharge is not within the category of information that is readily releasable to the general public. Therefore, if you are not the next-of-kin, or have permission of the veteran, this information would not be releasable to you.

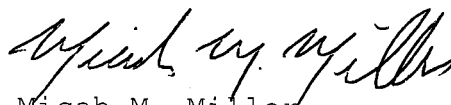
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Since we do not maintain these records, your FOIA request will be closed. If you believe that we did not conduct an adequate search, you may file an administrative appeal. Your appeal should contain an explanation as to why you believe our search was inadequate and must be received within 60 calendar days from the date of this letter. If you file an appeal, attach a copy of this letter to the appeal and mark the appeal letter and the envelope FREEDOM OF INFORMATION ACT APPEAL. Mail the original appeal to Department of the Navy, Judge Advocate General, Washington Navy Yard, 1322 Patterson Avenue, SE, Suite 3000, Washington, DC 20374-5066. Please mail a copy of your appeal to the Marine Forces Reserve FOIA Coordinator, 2000 Opelousas Ave, Building 1, Room 4E5311, New Orleans, LA 70114-1500.

All fees have been waived in accordance with and as allowed by Secretary of the Navy Instruction 5720.42F. However, fees are assessed on a case-by-case basis, and you may be charged fees on future requests.

Should you have any questions, please feel free to contact me at micah.miller@usmc.mil.

Sincerely,

A handwritten signature in dark ink, appearing to read "Micah M. Miller", is written over the typed name.

Micah M. Miller
Major, U.S. Marine Corps
Associate Counsel, MFR